



ARIZONA BOARD OF APPRAISAL

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ARIZONA BOARD OF APPRAISAL

August 17, 2011

Mr. Michael Jeklinski
1843 E. Windmere Drive
Phoenix, AZ 85048

Re: Board of Appraisal Case No. 2909

Dear Mr. Jeklinski:

As you know, the Board received a complaint against you regarding an appraisal you performed on unimproved, R-43, residential land, APN Parcel 216-26-177D in Carefree, AZ 85262 with an effective date of value of June 19, 2007. At its July 22, 2011 meeting, the Board again considered the matter and voted to offer you the opportunity to resolve this issue with a Letter of Due Diligence.

In addressing this matter, the Board reviewed the complaint, your response thereto, the appraisal, the supporting workfile, your written statements and the investigative report. The Board concluded that under the Neighborhood Section on the first page of the appraisal form you state that the growth rate is steady, property values are stable and demand/supply is in balance. However, there is a lack of discussion in the report and a lack of evidence in the workfile to support this opinion. There is also a lack of discussion regarding the subject's highest and best use. In addition, you did not, as the report was written, reconcile sufficient data and properly analyze the data in the Sales Comparison Approach to value to provide a clear understanding to the client, intended user and reader of issues surrounding the opinion of market value; you failed to present and analyze available comparable data in a manner that leads the reader to accept your opinion of value for the subject property.

The Board finds that your appraisal development and reporting violate the following standards of the Uniform Standards of Professional Appraisal Practice (USPAP), 2006 edition:

Standards Rule 1-1(b); Standards Rule 1-4(a); Standards Rule 1-6(a); Standards Rule 2-1(a) and (b)

Pursuant to Arizona Administrative Code (AAC) R4-46-31 and the Board's Substantive Policy Statement #1, the Board considers these violations to amount to a Level II Violation. In lieu of further proceedings, and pursuant to Arizona Revised Statutes (A.R.S.) §32-3632(B) and A.A.C. R4-46-301(C), the Board is willing to resolve this matter with this letter of due diligence, if you **successfully complete a seven (7) hour Report Writing course; a seven (7) hour Complex Properties course and the seven (7) hour 2010-2011 USPAP Update course. The coursework must be completed within six (6) months from the date of this letter as shown at the top of the first page. The required coursework may be completed through distance education and coursework completed within the previous six months that meets the criteria above will be accepted by the Board.** A list of approved remedial and disciplinary education courses is on the Board's website for your convenience in locating the appropriate course. The education may not be used toward your continuing education requirements for

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renewal during your next licensing period except that the USPAP Update course may be counted toward your continuing education requirements. Proof of successful completion of the required course must be promptly submitted to the Board within **fourteen (14) days** of taking the coursework.

A letter of due diligence is a disciplinary action and is a matter of public record in your Board file and may be used in any future disciplinary proceedings.

By signing below, you acknowledge that you have read and understand this letter of due diligence. You have the right to consult with legal counsel regarding this matter, and have done so or choose not to do so.

By signing this letter of due diligence, you are voluntarily relinquishing your right to an informal hearing, formal hearing, and judicial review in state or federal court with regard to the matter herein.

Upon signing this letter of due diligence and returning it to the Board, you may not revoke acceptance of this letter of due diligence. In addition, you may not make any modifications to this letter of due diligence. Any modifications to this letter of due diligence are ineffective and void unless mutually approved by you and the Board.

If any part of this letter of due diligence is later declared void or otherwise unenforceable, the remainder of the letter of due diligence in its entirety shall remain in force and effect.

If you fail to comply with the terms of this letter of due diligence, the Board may properly institute proceedings for noncompliance, which may result in suspension, revocation, or other disciplinary and/or remedial actions. By signing this letter of due diligence you are agreeing that any violation of this letter of due diligence is a violation of A.R.S. § 32-3631(A)(8), which is willfully disregarding or violating any of the provisions of the Board's statutes or the rules of the Board for the administration and enforcement of its statutes.

If you agree to accept this letter of due diligence, please execute this document by your signature below. Please return the original signed document to the Board at 1400 W. Washington, Suite 360, Phoenix, Arizona 85007, on or before **September 16, 2011**. If you do not return this original document on or before the specified date, the Board may conduct further proceedings.

Sincerely,



Dan Pietropaulo
Executive Director

ACKNOWLEDGED AND AGREED



Michael J. Jeklinski, Respondent

9/2/2011
Date

c: Jeanne M. Galvin, Assistant Attorney General
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